

ELEMENT SUMMARY INFORMATION

Element: 3.1.12 Hazardous Materials/Dangerous Goods Program

Purpose of the Element (Air Carrier's Responsibility): To ensure safety in air transportation when accepting, loading, and transporting hazardous materials/dangerous goods through adherence to an FAA-approved Hazardous Materials/Dangerous Goods program.

Objective (FAA Responsibility): To determine if the air carrier's Hazardous Materials/Dangerous Goods Program includes safety attributes.

Inputs:

- Properly Configured Aircraft
- Hazardous Materials (HAZMAT)
- Company Materials (COMAT)
- Station Personnel and/or Contractor(s)
- Flight Crewmembers
- Marketing
- Shippers/Freight Forwarders

Outputs:

- Hazardous materials, including hazardous COMAT, which are accepted, loaded, and transported in compliance with the Air Carrier's FAA-approved Hazardous Materials/Dangerous Goods Program
- Personnel trained in accordance with the Air Carrier's FAA-approved Hazardous Materials/Dangerous Goods Program

Performance Measures:

- All cargo and COMAT are screened and shipped in compliance with 49 CFR, Part 175.
- Hazardous materials, including hazardous COMAT, are carried in accordance with the Air Carrier's approved Hazardous Materials/Dangerous Goods Program.
- Hazardous Materials/Dangerous Goods are stowed in an appropriate compartment or container.

SRR:

- 121.135 (b)(23) Manual Requirements (Contents)
- 121.433 a (a-c) Crewmember Qualifications (Training Required)

Other CFRs and/or FAA Guidance:

- 14 CFR, Part 121.583 (a)(4)(iii) Carriage of persons without compliance with the passengers carrying requirements of this part.
- 49 CFR, Parts 171, 172, 173, 175
- International Air Transport Association (IATA) Dangerous Goods Regulations
- ICAO, Technical Instructions for Safe Transport of Dangerous Goods by Air
- HBAT 97-08 "Transportation of Oxygen Generators"
- Refer to appropriate Advisory Circulars.
- Legal Interpretations: 7/22/75 to Benjamin M. Wall, "Carriage of Oxygen in Cargo"

SRR SPECIFIC INFORMATION

SRR	Intent		Inspectors
121.135 (b) (23)	To specify the Manual content related to the	Certification:	Operations
	stowage, handling and PIC notification of		and PSI
	hazardous material shipment by air.	Surveillance:	ASI and PSI
121.433a (a)	To require annual hazardous materials	Certification:	Operations
	training for any person assigned duties for		and PSI
	the handling of Hazardous Materials or	Surveillance:	ASI and PSI
	Dangerous Goods.		
121.433a (b)	To require that training records of	Certification:	Operations
	crewmembers and ground personnel who		and PSI
	handle hazardous materials be maintained.	Surveillance:	ASI and PSI
121.433a (c)	When in a foreign country, to require that the	Certification:	Operations
	Air Carrier provides qualified supervision for		and PSI
	the loading and offloading of hazardous	Surveillance:	Operations
	materials when performed by cargo		and PSI
	personnel who have not met the requirements		
	of 14 CFR 121.433a (a-b).		

3.1.12 Hazardous Materials/Dangerous Goods Program SECTION 1 – RESPONSIBILITY ATTRIBUTE **Objective:** To determine if there is a clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of the HAZMAT Program. To meet this objective, the inspector will accomplish the following tasks: Identify the person who is responsible for the quality of the Hazardous Materials/Dangerous Goods Review the description in the Manual that delineates the duties and responsibilities of the person. Evaluate the person's qualifications and work experience (or resume, if appropriate). Review the appropriate organizational chart. Discuss the Hazardous Materials/Dangerous Goods program with the person. *To meet this objective, the inspector will answer the following questions:* ☐ YES If yes, provide the 1. Is there a clearly identifiable person who is answerable for the name: quality of the Hazardous Materials/Dangerous Goods Program? □ No If no, explain: 2. Does the person understand the procedures associated with the ☐ YES If no, explain: Hazardous Materials/Dangerous Goods Program? □ No 3. Does the person understand the controls associated with the ☐ YES If no, explain: □ No Hazardous Materials/Dangerous Goods Program? 4. Does the person understand the interfaces associated with the ☐ YES If no, explain: Hazardous Materials/Dangerous Goods Program? \square No 5. Does the person understand the process measurements associated ☐ YES If no, explain: with the Hazardous Materials/Dangerous Goods Program? □ No Is the responsibility of this position clearly documented in the air ☐ YES If no, explain: carrier's Manual(s)? □ No ☐ YES If no, explain: 7. Are the qualification standards for this position clearly documented? □ No 7a. Are the qualification standards for this position appropriate for the ☐ YES If no, explain: duties that are assigned? □ No ☐ YES If no, explain: 8. Does the person meet the qualification standards? \square No 9. Does the person acknowledge that he/she has responsibility for the ☐ YES If no, explain: Hazardous Materials/Dangerous Goods Program? \square No 10. Does the person know who has authority to establish and modify the ☐ YES If no, explain: Hazardous Materials/Dangerous Goods Program? □ No

3.1.12 Hazardous Materials/Dangerous Goods Program				
SECTION 2 - AUTHORITY ATTRIBUTE				
Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the HAZMAT Program.				
To meet this objective, the inspector will accomplish the following tasks	s:			
1. Identify the person who has the authority to establish or modify the Materials/Dangerous Goods program.	Hazardous			
2. Review the description in the Manual that delineates the duties and	responsibilitie	es of the person.		
3. Evaluate the person's qualifications and work experience (or resume	e, if appropria	nte).		
4. Review the appropriate organization chart.				
5. Discuss the Hazardous Materials/Dangerous Goods program with the	ne person.			
To meet this objective, the inspector will answer the following questions	s:			
1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the Hazardous	YES name:	If yes, provide the		
Materials/Dangerous Goods Program?	□ No	If no, explain:		
2. Does the person understand the procedures associated with the Hazardous Materials/Dangerous Goods Program?	☐ YES ☐ NO	If no, explain:		
3. Does the person understand the controls associated with the Hazardous Materials/Dangerous Goods Program?	☐ YES ☐ NO	If no, explain:		
4. Does the person understand the interfaces associated with the Hazardous Materials/Dangerous Goods Program?	☐ YES ☐ NO	If no, explain:		
5. Does the person understand the process measurements associated with the Hazardous Materials/Dangerous Goods Program?	☐ YES ☐ NO	If no, explain:		
6. Is the authority of this position clearly documented in the air carrier's Manual(s)?	☐ YES ☐ NO	If no, explain:		
7. Are the qualification standards for this position clearly documented?	☐ YES ☐ NO	If no, explain:		
7a. Are the qualification standards for this position appropriate for the duties that are assigned?	☐ YES ☐ NO	If no, explain:		
8. Does the person meet the qualification standards?	YES NO	If no, explain:		
9. Does the person acknowledge that he/she has authority for the Hazardous Materials/Dangerous Goods Program?	☐ YES ☐ NO	If no, explain:		
10. Does the person know who has the responsibility for the Hazardous Materials/Dangerous Goods Program?	YES NO	If no, explain:		
11. Are the procedures for delegation of authority clearly documented for the Hazardous Materials/Dangerous Goods Program?	☐ YES ☐ NO	If no, explain:		

3.1.12 Hazardous Materials/Dangerous Goods Program			
SECTION 3 - PROCEDURES ATTRIBUTE			
Objective: To determine if the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented procedures for account of the air carrier has documented by the ai	comp	lishing	the HAZMAT
Program.	•		
To meet this objective, the inspector will accomplish the following tasks:			
1. Review the documented instructions and information related to the Hazar Goods program to ensure they contain who, what, where, when, and how		Mater	ials/Dangerous
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR supplemental information section of this SAI.		uded ii	n the
3. Discuss the Hazardous Materials/Dangerous Goods program with appropunderstanding of the procedures.	riate	persor	nnel to gain an
4. Observe the Hazardous Materials/Dangerous Goods program to gain an uprocedures.	under	standir	ng of the
To meet this objective, the inspector will answer the following questions:			
1. Do written procedures exist to achieve the desired result of the Hazardou Goods Program:	ıs Ma	terials/	Dangerous
1.1 Do written procedures exist to ensure that cargo and baggage handlers understand the acceptance, loading, and transportation requirements of incompatible hazardous materials? [SRR 121.135 (b)(23)]			If no, explain:
1.2 Do written procedures exist to ensure that all personnel who handle cargo and/or baggage have satisfactorily completed hazardous materials training within the past 12 calendar months? [SRR 121.433a (a)]			If no, explain:
1.3 Do written procedures exist to maintain records indicating satisfactory completion of initial and recurrent HAZMAT training? [SRR 121.433a (b)]		YES No	If no, explain:
1.4 Do written procedures exist to notify the Pilot in Command (PIC) whenever HAZMAT is being transported? [SRR 121.135 (b)(23)]		YES No	If no, explain:
1.5 Do written procedures exist to ensure that COMAT is screened for hazardous materials in accordance with the same procedures that are in place for cargo?		YES No	If no, explain:
1.6 Do written procedures exist to report hazardous materials incidents? [SRR 121.135 (b)(23)]		YES No	If no, explain:
1.7 Do written procedures exist to review all available industry reports of aviation HAZMAT incidents?	_	YES No	If no, explain:
1.8 Do written procedures exist for determining proper shipper certification? [SRR 121.135 (b)(23)]		YES No	If no, explain:
1.9 Do written procedures exist to assist personnel with HAZMAT recognition? [SRR 121.135 (b)(23)]			If no, explain:

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SI	ECTION 3 - PROCEDURES ATTRIBUTE			
	1.10 Do written procedures exist to require annual competency checks of all personnel who have been trained in the handling of hazardous materials?		YES NO	If no, explain:
	1.11 Do written procedures exist to require the supervision of loading and unloading of HAZMAT in foreign countries? [SRR 121.433a (c)]		DOES N	If no, explain: Air Carrier FOT CARRY HAZMAT NATIONAL
2.	Do the procedures identify: who, what, where, when and how?		YES No	If no, explain :
3.	Are the procedures in compliance with the CFR(s)?		YES No	If no, explain:
4.	Do the procedures conform to other written guidance? (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer's Recommendations).		YES NO	If no, explain:
5.	Does the air carrier have the resources to support the written procedures for the Hazardous Materials/Dangerous Goods Program?		YES No	If no, explain:
	If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual system used as a result of equipment failure).		No N/A	If no, explain: No alternate dures exist for this nt
7.	Are the procedures published in different manuals relating to the Hazardous Materials/Dangerous Goods Program consistent?		YES No	If no, explain:
8.	Does the air carrier have a documented method for assessing the impacts of procedural changes to the Hazardous Materials/Dangerous Goods Program?		YES No	If no, explain:

3.1.12 Hazardous Materials/Dangerous Goods Program			
SECTION 4 - CONTROL ATTRIBUTE			
Objective: To determine if checks and restraints are designed into the HAZMAT Program to ensure a desired result is achieved.			
To meet this objective, the inspector will accomplish the following tasks:			
1. Review the documented instructions and information related to the Hazar Goods program.	rdou	s Mate	rials/Dangerous
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) supplemental information section of this SAI.) inc	luded i	n the
3. Discuss the Hazardous Materials/Dangerous Goods program with appropunderstanding of the controls.			
4. Observe the Hazardous Materials/Dangerous Goods program to gain an ucontrols.	ınde	rstandi	ng of the
To meet this objective, the inspector will answer the following questions:			
1. Are the following checks and restraints built into the HAZMAT Program	ı:		
1.1 Are all personnel who handle cargo and/or baggage tested and certified annually in accordance with the Air Carrier's FAA approved Hazardous Materials/Dangerous Goods training program?	_	YES No	If no, explain:
1.2 Does the Air Carrier provide written certification to the Pilot in Command (PIC) whenever HAZMAT is being transported?		YES No	If no, explain:
1.3 Does the Air Carrier provide written certification to the PIC whenever HAZMAT is NOT being transported?		YES No	If no, explain:
1.4 Does the Air Carrier have procedures for notifying the PIC whenever hazardous COMAT is being transported?		YES No	If no, explain:
1.5 Does the Air Carrier inspect the contents of COMAT to identify any hazardous materials?		YES No	If no, explain:
1.6 Does the Air Carrier's culture promote and encourage the reporting of hazardous materials incidents?		YES No	If no, explain:
1.7 Are the Air Carrier's hazardous materials incident reports completed in accordance with 49 CFR, Part 171?		YES No	If no, explain:
1.8 Does the Air Carrier require all incident reports to be reviewed for completeness and accuracy by the responsible official?		YES No	If no, explain:
1.9 Does the Air Carrier designate an individual to obtain and review all available HAZMAT incident reports?		YES No	If no, explain:
1.10 Does the Air Carrier verify proper shopper certification in accordance with 49 CFR, Parts 171 through 175?		YES No	If no, explain:
1.11 Does the Air Carrier ensure that the most recent DOT Hazardous Materials Recognition Card is available to all employees?		YES	If no, explain:

3.1.12 Hazardous Materials/Dangerous Goods Program			
SECTION 4 - CONTROL ATTRIBUTE			
1.12 Does the Air Carrier certify the competency checks of all personnel trained in hazardous materials in its record-keeping system?	☐ YES If no, explain: ☐ NO		
1.13 Does the Air Carrier, when in a foreign country, supervise the loading and offloading of HAZMAT when performed by cargo personnel who have not met the requirements of CFR 121.433a (a-b)? [CFR 121.433a (c)]	☐ YES If no, explain: ☐ NO ☐ N/A AIR CARRIER DOES NOT CARRY HAZMAT INTO FOREIGN COUNTRIES		
2. Do the checks and restraints ensure the desired result is achieved for the Hazardous Materials/Dangerous Goods Program?	YES If no, explain:		
3. Does the air carrier have a documented process in their Manual(s) to assess the impacts of changing the checks and restraints for the Hazardous Materials/Dangerous Goods Program?	YES If no, explain:		
4. Does the air carrier have the resources to support the checks and restraints for the Hazardous Materials/Dangerous Goods Program?	YES If no, explain:		

3.1.12 Hazardous Materials/Dangerous Goods Program			
SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE			
Objective: To determine if the air carrier measures and assesses its process Materials/Dangerous Goods Program to identify and correct problems or po			
waterials/Dangerous Goods i rogram to identify and correct problems of pe	Henri	iai pioo	iciiis.
To meet this objective, the inspector will accomplish the following tasks:			
1. Review the documented instructions and information related to the Haza Goods Program.	ardou	ıs Mate	rials/Dangerous
2. Discuss the Hazardous Materials/Dangerous Goods program with approunderstanding of the process measures.	priat	te perso	nnel to gain an
3. Observe the Hazardous Materials/Dangerous Goods program to gain an process measures.	unde	erstandi	ng of the
To meet this objective, the inspector will answer the following questions:			
1. <deleted></deleted>			
2. Does the air carrier's Hazardous Materials/Dangerous Goods Program i process measurements?	nclud	de the f	ollowing
2.1 Does the Air Carrier analyze the number of failed competency checks?	_	YES No	If no, explain:
2.2 Does the Air Carrier analyze the instances in which they have accepted materials prohibited by their Hazardous Materials/Dangerous Goods Program?		YES NO	If no, explain:
2.3 Does the Air Carrier measure the number of times they have handled (accepted, loaded, and transported) hazardous materials contrary to their Hazardous Materials/Dangerous Goods Program?		YES NO	If no, explain:
2.4 Does the Air Carrier identify at which stage in its handling process, materials were detected that are prohibited by its Hazardous Materials/Dangerous Goods Program?	l	YES No	If no, explain:
2.5 Does the Air Carrier analyze instances when hazardous materials have created an unsafe condition during flight?	_	YES NO	If no, explain:
2.6 Does the Air Carrier solicit feedback from all employees involved in its Hazardous Materials/Dangerous Goods Program?		YES No	If no, explain:
2.7 Does the Air Carrier analyze instances when the PIC was not notified of hazardous material in COMAT shipments?		YES NO	If no, explain:
2.8 Does the Air Carrier analyze instances when undeclared hazardous materials were discovered in COMAT?		YES NO	If no, explain:
2.9 Does the Air Carrier use reports of all aviation HAZMAT incidents to improve its Hazardous Materials/Dangerous Goods Program?	l	YES NO	If no, explain:

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_	Does the air carrier document their process measurement methods and	☐ YES	If no, explain:		
	results?	□ No			
4.	Are the air carrier's process measurement methods effective?	☐ YES	If no, explain:		
		□ No			
5.	1	☐ YES	If no, explain:		
	their program?	□ No			
6.	Are the process measurement results accessible to the FAA?	☐ YES	If no, explain:		
		□ No			
7.	Does the organization that conducts the process measurement have	☐ YES	If no, explain:		
	direct access to the person with responsibility for the Hazardous	□ No			
	Materials/Dangerous Goods Program?				
8.	Does the air carrier have the resources to support the process	☐ YES	If no, explain:		
	measurement for the Hazardous Materials/Dangerous Goods	□ No			
	Program?				

3.1.12 Hazardous Materials/Dangerous Goods Program SECTION 6 - INTERFACES ATTRIBUTE **Objective:** To determine if the air carrier identifies and manages the interactions between the HAZMAT Program and the other element processes within the air carrier organization. To meet this objective, the inspector will accomplish the following tasks: 1. Review the documented instructions and information related to the Hazardous Materials/Dangerous Goods program. 2. Discuss the Hazardous Materials/Dangerous Goods program with appropriate personnel to gain an understanding of the interfaces. 3. Observe the Hazardous Materials/Dangerous Goods program to gain an understanding of the interfaces. *To meet this objective, the inspector will answer the following questions:* 1. Are the following interfaces identified for the Hazardous Materials/Dangerous Goods Program: Manual Currency (Element 2.1.1) ☐ YES If no, explain: \square No 1.2 Content Consistency Across Manuals (Element 2.1.2) ☐ YES If no, explain: \square No (Manual) Distribution (Element 2.1.3) ☐ YES If no, explain: \square No (Manual) Availability (Element 2.1.4) ☐ YES If no, explain: \square No Maintenance Program (Element 1.3.1) ☐ YES If no, explain: \square No 1.6 Manuals (System 2.0) ☐ YES If no, explain: \square No Airman Duties/Flight Deck Procedures (Element 3.1.3) ☐ YES If no, explain: \square No Operational Control (Element 3.1.4) ☐ YES If no, explain: \square No 1.9 Carriage of Cargo (Element 3.1.8) ☐ YES If no, explain: \square No 1.10 Security Program (Element 3.1.10 (k)) ☐ YES If no, explain: \square No Safety Program (Ground and Flight) (Element 3.1.16) ☐ YES If no, explain: \square No 1.12 Flight/Load Manifest/Weight and Balance Control (Element ☐ YES If no, explain: 3.2.2) \square No

3.1.12 Hazardous Materials/Dangerous Goods Program		
SECTION 6 - INTERFACES ATTRIBUTE		
1.13 Maintenance Training Program (Element 4.2.1)	☐ YES ☐ NO	If no, explain:
1.14 Training of Crewmembers (Element 4.2.3)	☐ YES ☐ NO	If no, explain:
1.15 Training of Station Personnel (Element 4.2.6 (b))	☐ YES ☐ NO	If no, explain:
1.16 Line Stations [Servicing and Maintenance] (Element 5.1.1)	☐ YES ☐ NO	If no, explain:
1.17 Station Facilities (Element 5.1.5)	☐ YES ☐ NO	If no, explain:
1.18 Director of Safety (Element 7.1.3)	☐ YES ☐ NO	If no, explain:
1.19 Shippers and Freight Forwarders	☐ YES ☐ NO	If no, explain:
2. List any additional interfaces identified:		
3. Are there written procedures for the use of air carrier personnel in the application of these interfaces?	☐ YES ☐ NO	If no, explain:
4. Are there controls to ensure that interfaces occur?	☐ YES ☐ NO	If no, explain:
5. Are the interfaces between the Hazardous Materials/Dangerous Goods Program and other programs treated consistently in the Manual(s)?	☐ YES ☐ NO	If no, explain: